

Dear Milwaukee County Veterinarian:

Milwaukee Area Domestic Animal Control Commission (MADACC) is asking for your assistance in bringing Milwaukee County residents into compliance with pet registration.

A Countywide pet licensing program benefits the community by:

- Providing identification for a pet's protection and safety and can help assure that owners can be reunited with their lost pet;
- Reducing the number of unwanted animals by encouraging owners to spay and neuter pets by differential fees;
- Ensuring that pets have their rabies shots;
- Protecting pet owners and their animals by tracking dangerous and aggressive dogs and habitual offenders of animal laws;
- Providing additional revenues to MADACC to help provide funding for the rescue, shelter and care for the County's lost, injured, abandoned and mistreated animals;
- Providing important information on pet populations in cities and can affect how government resources are allocated to fund animal related programs.

Who do I sell Milwaukee County Licenses to?

Milwaukee County licenses are required by ordinance for all dogs and cats, five months and older, residing in Milwaukee County. Licenses must be renewed yearly. Failure to comply prior to April 1st will result in a late fee assessment in addition to the regular fee. *A citizen may only purchase a license when they show documentation of a current rabies vaccination.*

When do pet licenses expire?

Pet licenses expire December 31st each year. If a pet has a three year rabies vaccination, the county pet license must be renewed each year.

Aside from the benefits for dog owners and the community, veterinarians may benefit from becoming a licensing partner in the following ways:

- Your business has the ability to provide a convenient service to your clients.
- Your business will be listed on MADACC's Web page as a resource for potential new clients.
- You will be helping to reunite lost pets with owners. (Licenses are traceable at all times without need of a scanner.)
- You will help foster stronger partnerships between your business and your local animal control officers.
- **You can administer a "convenience" or "administrative" fee at your discretion.**

The easier it is for pet owners to obtain a license, the more compliance we will achieve. Therefore, I am asking that you consider partnering with MADACC to issue pet licenses, in addition to educating your clients on the benefits of licensing.

Please review the attached document for instructions on how to sell pet licenses to your clients. We will be contacting you in the next few weeks. If you have any questions, please feel free to contact me anytime.

Sincerely,

Melanie Sobel, Executive Director

Issuing Pet Licenses:

- 1) Simply issue a license tag to your client and write or type the license tag number on the copy of the animal's certificate of rabies vaccination. **THE LICENSE MUST BE SOLD TO THE MUNICIPALITY THAT THE CLIENT LIVES IN, NOT THE MUNICIPALITY OF THE CLINIC (See Fee Schedule).**
- 2) Please make sure to sell the appropriate license (**Altered or Unaltered, Under 1 yr of age**) and to charge a **late fee** if sold **AFTER APRIL 1st, 2008**, unless the animal was acquired within **30 days** of purchasing a license.
- 3) Send a copy of the rabies certificate along with the license revenue to MADACC or a MADACC representative will pick it up (see options below).
- 4) MADACC will mail the license certificate and receipt to the client.
- 5) Your business will be listed on MADACC's Web page as a MADACC partner and a resource for potential new clients.

Finance management:

- 1) Have customers pay **the clinic (you)** with cash, check, or credit. You would then write **MADACC** a check for the total amount sold weekly or monthly.

Receipt of revenue and certificates options:

- 1) Mail license revenue and certificate copies to:

Milwaukee Area Domestic Animal Control Commission (MADACC)
3839 W. Burnham St.
West Milwaukee, WI 53215
- 2) A MADACC representative will pick up revenue and certificate copies from your business.

Registration prices:

Please see attached Dog & Cat License Fee Schedule

Supplies:

To request more license tags please contact MADACC at 414-649-8640 and they will be mailed to or dropped off at your business.

MADACC and Milwaukee County pets appreciate your help and support!

